

Subject: Upcoming Meetings

From: "Amy Mendonca" <AMendonca@ccala.org>

Date: 01/17/2017 02:47 PM

To: "Henna Sherzai" <HSherzai@downtownla.com>

Hi Henna,

As you know, you have two upcoming meetings on the calendar for tomorrow and Thursday.

Would you like me to do anything to set up for these meetings like put out drinks, etc.? Let me know!

Amy

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Amy Mendonca

Office Assistant

626 Wilshire Blvd., Suite 200 | Los Angeles, CA 90017

office: (213) 416-7519 | fax: (213) 624-0858

amendonca@ccala.org

ccala.org



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Upcoming Meetings

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